

OFFICE OF THE ILLINOIS ATTORNEY GENERAL

Procurement Policy Compliance and Monitoring Board

Special PPCMB Board Meeting Minutes

Wednesday, June 23, 2021

The Procurement Policy and Compliance Monitoring Board met in special session on **Wednesday, June 23, 2021** via telephone conference.

**** Began Recording****

Karla Schreiber, Chairperson called the meeting to order at 2:01 p.m.

Roll Call

Springfield:

Pam Blackorby – Present

Tad Huskey- Present

Lisa Kaigh – Present

Chicago:

Karla Schreiber – Present

Jessica O’Leary – Present

Other Staff:

Eileen Baumstark-Pratt – Present

Kathy Tedesco – Present

Jay Wagner-Present

Old Business

There was no Old Business to be discussed.

New Business

FY22 Office Supplies

Eileen Braumstark-Pratt explained Office Services is seeking to secure funding for purchases of general office supplies statewide. Office Services prepared an IFB posting and placed it on the Illinois Bidbuy Procurement Bulletin to seek cost information for our core supply needs. The posting included a spreadsheet detailing the supply products we routinely stock and the anticipated quantities needed for each item listed.

Office Services received 4 responses to the posting: Atlas Stationary, Runco, Garveys and Digital Dolphin. Digital Dolphin was determined to be a non-responsive bidder.

The office will enter into 3 contracts with vendors for FY22: Atlas Stationary \$137,059.69, Garvey \$52,361.82 and Runco \$39,679.85.

There were no comments from the board.

No Public Comments were received on any matter.

Karla Schreiber called for a motion to conclude the meeting. Pam Blackorby so moved and Tad Huskey seconded the motion.

Meeting was adjourned at 2:03 p.m

****Recording ended****